

The WAVE Program

The Washington Award for Vocational Excellence (WAVE) Program was created in 1984 by the Washington State Legislature to recognize and reward students annually who excel in career and technical education. The Washington State Workforce Training and Education Coordinating Board (Workforce Board) administers this award.

Recipients of the WAVE annual award receive monetary grants, based on availability of funds, to pay undergraduate educational expenses for six quarters or four semesters at public four-year institutions, public two-year community or technical colleges, independent four-year institutions, or licensed private vocational schools. Recipients can pay for any valid educational expense, such as tuition, books, supplies, room, board, transportation, or miscellaneous personal expenses. The grant is based on the undergraduate tuition and services/activities fees in effect at state-supported institutions and cannot exceed the annual, full-time, resident, undergraduate tuition and fees at the state's two public research universities (University of Washington and Washington State University). The grant can be used for *undergraduate study only* at schools in Washington State. The student must maintain a term grade point average (GPA) of 3.0 to continue using the award.

Applying for the Award

Applicant Eligibility Requirements

You are eligible to apply for the WAVE grant if you are a Washington State resident, currently enrolled student, and by June 30, 2005, will:

- Graduate from high school (or alternative high school) having completed a minimum of 360 hours in a single vocational program approved by the Office of Superintendent of Public Instruction.
- or*

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Application

Timelines

FEBRUARY 15, 2005

Completed applications must be submitted to the school's WAVE coordinator

MARCH 3, 2005

Completed applications must be postmarked and forwarded to the Workforce Training and Education Coordinating Board.

APRIL 15, 2005

Award winners will be notified and posted on the Internet.

MAY–JUNE 2005

Local recognition events planned by legislative district coordinators.

- Complete at least one year (minimum of 360 hours) in a vocational program at a public community or technical college approved by the State Board for Community and Technical Colleges.
- A student may receive the award only once. Applicants must meet all WAVE eligibility requirements. It is understood that plans change and that a student may not graduate or complete a program at the time of nomination as expected. Applications will be accepted in good faith and awards will be withdrawn should the student become ineligible after selection.

Application Form and Required Information

Only applications made on the 2005 WAVE Grant Application form will be accepted. You may use the printed application or make copies of the printed application. An Internet version is also available at <www.wtb.wa.gov>. No attachments or enclosures will be considered. (*See Timelines in margin.*)

Page 5 of the application collects data and signatures from the applicant, the applicant's instructor, local WAVE Coordinator, and school officials. All of the requested information must be provided.

Evaluation of Applicant Responses

Pages 6, 7, and 8 of the application are to be completed by the student. The student's responses will be evaluated and assigned a score based on the following point distribution:

Statement of Need	25 points
Leadership	20 points
Community Service	20 points
Vocational Plans	30 points
Other	15 points
Student Narrative	30 points

Instructor's Evaluation of the Applicant

Pages 9 and 10 of the application, completed by the applicant's instructor, evaluates the student's occupational competence, leadership, character, attendance, and attitude in an objective and realistic manner.

Activities at the School

School WAVE Coordinator

The school's WAVE coordinator serves as the leading organizer of WAVE activities at the school. In most schools, the vocational administrator performs this function or designates another person to coordinate the application process. They assist students and instructors with questions about completing the application forms, review and screen applications to verify proper completion and certify eligibility, and facilitate selection of the school WAVE applicant(s) for submittal to the Workforce Board.

Determining the Number of Applicants

(see Formula in margin)

High Schools—The number of applications that can be submitted by each high school building is based on the building's number of graduating vocational program completers who are:

1. Students reported to the Superintendent of Public Instruction's Office on the Vocational Program Completer Report (P210VOC) in October who graduated and completed a vocational program.
or
2. Students who were enrolled for at least 360 hours in either a vocational approved industrial arts or family and consumer science education program that graduated during the same reporting period.

Community and Technical Colleges—The State Board for Community and Technical Colleges will notify each community and technical college of the number of applications it may submit.

Formula

Each high school or skills center offering an approved vocational program may submit at least one application. More applications may be submitted, but the total number of applications cannot exceed four. Each building may submit:

- 1 application for 149 or fewer graduating vocational program completers.
- 2 applications for 150 to 249 graduating vocational program completers.
- 3 applications for 250 to 349 graduating vocational program completers.
- 4 applications for 350 or more graduating vocational program completers.

WAVE

State WAVE Selection Committee

The State WAVE Selection Committee, representatives from business, labor, education, government, and the general public read and score applications and select three winners from each legislative district. The citizen involvement in this selection process increases public awareness and participation in the WAVE program.

Legislative District Coordinator

The Legislative District Coordinator will arrange local recognition events to acknowledge and honor the WAVE recipients. A WAVE Coordinator is designated for each legislative district. This individual may be a vocational director, educator, advisory committee member, local businessperson, labor organization representative, or other interested citizen.

Recognition Events

The Legislative District Coordinator plans and coordinates local recognition events. Planning a recognition event should begin before WAVE recipients are selected. High schools and community and technical colleges in the same or neighboring legislative districts are encouraged to host joint recognition events. Certificates of Award, copies of recipients' applications and essays, and other information are provided to the Legislative District Coordinator by the Workforce Board to assist with the recognition event.